MARKET RESEARCH TOOL QUICK REFERENCE GUIDE

The Market Research Tool (MRT) allows you to perform a search by product or provider to assess the availability of items offered by Contract Holder (Groups) on SEWP, request the addition of providers and products to the contracts, and to generate an email RFI to SEWP Contract Holders.
For assistance with the MRT, please contact SEWP Customer Care at 301-286-1478 or help@sewp.nasa.gov.

✔ LOGIN	**LOGIN IS REQUIRED**
✔ Print Page	Expands all hidden details and brings up the print window
✔ Clear	Removes all results

1 Find Providers

1. Click on **Step 1: Find Providers**
2. **Enter a Provider Name** into the search box
3. Click Find Provider

   Please Note: This search will return all providers containing your search text in their name or an alias.

4. Select **Provider from results**

   EXAMPLE Type "Fuji", click **Find Provider** and select "Fujitsu Group"

5. Click Add Provider to add selected Provider to market research page
   - Click 🔍 to Show/Hide details of availability by Contract Holder

6. **OPTION:** By selecting **"I do not see the Provider that I am looking for, please use the submitted text "Fuji" to request the addition of this provider to the selected CH offerings"**, a request can be sent to have the unknown Provider added.

   REPEAT to add additional providers to the market research page

Find and Request Products from Fujitsu Group ✖

Provider: **Fujitsu Group** Total CLINs: **28,649** Total CHs: **117**

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I would like to:
- ○ Search for Products
- ○ List All Products
- ○ Request New Product

Where
- ○ Part Number
- ● Description

Text
- ○ Begins With
- ● Contains

[paperstream] [Find Products]

Note: All searches require at least 3 characters. Please contact SEWP for help with shorter Part Numbers. Search times will vary depending on the type of search and number of CLINs being reviewed.

Results for Search Term "paperstream" 6 Products Returned

	Part Number	Provider	Product Category	GrpA	GrpB-H	GrpB-S	GrpC	GrpD	
●	PA03450-B565	Fujitsu Group	Scanners	3	3	4	12	4	🗎
○	PA03576-B105	Fujitsu Group	Scanners	2	0	0	11	5	🗎
○	PA03576-B165	Fujitsu Group	Scanners	11	8	11	39	16	🗎
○	PA03576-B665	Fujitsu Group	Scanners	10	8	7	31	17	🗎
○	PA03607-B065	Fujitsu Group	Scanners	7	6	4	25	16	🗎
○	PA03706-B205	Fujitsu Group	Information Technology	0	1	1	1	1	🗎

Select an item from the results displayed, then click Add Product to include it on your research page

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[Add Product]

Market Research Tool

The Market Research Tool (MRT) allows you to perform a search by product or provider to assess MORE »

STEP 1: FIND PROVIDERS	STEP 2: FIND PRODUCTS ▾	STEP 3: CREATE RFI	PRINT PAGE	CLEAR

✖ **FUJITSU GROUP**

Click to Show/Hide details of availability by Contract Holder »

	Group A	B-HUBZone	B-SDVOSB	Group C	Group D
	22 (14 SB)	12 (12 SB)	20 (20 SB)	76 (76 SB)	31 (20 SB)

Scanners PA03450-B565

	Group A	B-HUBZone	B-SDVOSB	Group C	Group D	
🔍	3(3 SB)	3(3 SB)	4(4 SB)	12(12 SB)	4(3 SB)	✖

New Product Request SEWP Part

	Availability	Description	
🔍	New Product Request	SEWP Description	✖

You may select additional providers/products for your research or proceed to Step 3 - Create RFI

7. Select an option from **Step 2: Find Products** (see prior image)
- Selecting **"From all Providers"** allows a part number search
- Selecting **"From Fujitsu Group"** allows a search of products already on contract from that Provider

8. Select **Search for Products**
- Select **Description**
- Select **Contains**

EXAMPLE Type "paperstream" and click [Find Products]

9. Click [Add Product] to add selected Product to market research page

10. To **Request New Product** for addition to the contract
- Select **Request New Product**
- Type **Part #** and **Description**

EXAMPLE Type "SEWP Part" / "SEWP Description" and [Add Product]

Note: Search times will vary depending on the type of search and number of CLINs being reviewed. *All search results have been limited to 200 to speed up results.*

REPEAT to add additional products to the market research page

Create RFI ✖

Please review the content of your email RFI below, adding any additional details you feel are needed. After confirming the Reply by Date and Pricing Request, click the 'Submit' button to send your email RFI to the SEWP Contract Holders.

Please Note:
- This is an informal email RFI, which is currently not stored or tracked in the SEWP database.
- When you submit this page, an email blast with your request for information will be sent to all SEWP Contract Holders.
- This email will be sent from SEWP, however all responses (including a copy of this RFI) will be sent directly to webmaster@sewp.nasa.gov

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--Customer Information--
Requestor: SEWP DEMO
Agency: NASA - National Aeronautics and Space Administration
SubAgency:  - Goddard Space Flight Center

--Request Details--
Please provide information on the following Provider and/or Part Number requests:

Existing Provider: Fujitsu Group
  Existing Part Number: PA03450-B565
  New Part Request: SEWP Part - SEWP Description

--Additional Comments--
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☑ Include Cost Estimate (Where Available) Please Reply by: [08/28/2015] 📅

[Submit RFI]

11. Once finished adding Providers and Products, click **Step 3 - Create RFI**
- **Review** the contents of your email RFI and **Add details** if needed
- Choose **Reply By Date**
- Optional: **Include Cost Estimate** (Where Available)
- Click [Submit RFI] to send your RFI email

Please Note: This is an informal email RFI, which is currently not stored or tracked in the SEWP database. When you submit this page, an email blast with your request for information will be sent to all SEWP Contract Holders. While this email will be sent from a SEWP account, you will receive a copy of the email and all replies will go directly to your primary email address.